



Evenstad Estates Hospitality Inventory Support

Evenstad Estates is a portfolio of world-class Pinot Noir and Chardonnay brands from Oregon and Burgundy that is positioned to change the landscape of fine wine by re-defining the reference for world-class wines and hospitality. Domaine Serene has been named by the Portland Business Journal as one of Oregon's 25 Most Admired Companies for 3 of the past four years and was honored with the Oregon State University Austin School of Business Management Award for Business Renewal in 2017 for outstanding planning and business sustainability.

Founded in 1989 by Ken and Grace Evenstad, Domaine Serene has quickly become Oregon's iconic producer of world-class Pinot Noir and Chardonnay and is the only winery in the world to have secured a top 3 or better ranking for Pinot Noir and Chardonnay from Wine Spectator's coveted Top 100 Wines of the Year list, while also winning the wine industry's top honor, Wine Spectator's Distinguished Service Award in 2018. Located at the top of the Dundee Hills in the Northern Willamette Valley, Domaine Serene's picturesque Winery Hill Estate is home to one of the world's most advanced winemaking facilities and is the site of Oregon's first custom-built winery dedicated exclusively to the production of world-class Chardonnay and sparkling wine. Evenstad Estates owns and meticulously manages over 1,000 acres of land, including 275 acres of world-class, hillside Pinot Noir and Chardonnay vineyards, all of which are dry-farmed and LIVE certified sustainable.

In April 2015, The Evenstads purchased Château de la Créé, a beautifully restored Château and state of the art winery located in Santenay, Burgundy dating back to the 15th Century. The Evenstads are proud owners of a modern gravity-flow winery in Santenay as well as 25 acres of sustainably farmed vineyards throughout some of the most renowned districts of the Côte de Beaune. The Evenstads' vineyard holdings include 18 distinct vineyard climates in the districts of Pommard, Volnay, Meursault, Puligny-Montrachet, Chassagne-Montrachet, Santenay and Maranges, and include seven Premier Cru and two rare Clos Monopole vineyards. Evenstad Estates now encompasses three brands in Burgundy, including Les Tourelles de la Créé, Château de la Créé and Maison Evenstad.

Driven by an inspired team of talented executives, winemakers and business managers, Evenstad Estates strives to continually change the landscape of fine wine by leading the quality pursuit of Pinot Noir, Chardonnay and sparkling wines. Evenstad Estates has been placed into a one-of-a-kind legacy trust, ensuring that it can never be sold, and that the pursuit of quality will endure for centuries to come.

Position: Evenstad Estates Hospitality Inventory Support

Mission: The Hospitality Inventory Support position is responsible for assisting the DTC and Wine Pick-Up team to locate, create and fulfill orders at the Clubhouse location in Dayton, OR efficiently and accurately.

Roles and Responsibilities:

Sales Operations

- Utilize the order and pick-up function in Wine Direct to create and fulfill website, outreach, and on-site orders.
- Support the wine club team by assisting with seasonal on-site wine club packing.
- Assist the Hospitality team during peak event days such as wine club pick-up.

Inventory

- Monitor inventory on-site to ensure product availability and help to drive revenue recognition initiatives throughout the year.
- Stage wine at pre-determined locations for daily service and events.
- Keep all wine storage areas organized and clean to ensure efficient use by all team members.
- Ensure timely in-house direct to consumer wine shipping orders for special requirement states, merchandise and returned package items.
- Inspect merchandise for damage, flaws and off-brand irregularities.

Other

- Perform other duties as required to ensure the smooth operation of the team.

Requirements and Qualifications:

- Must be able to stand and move for up to 8 hours a day.
- Must be able to regularly lift 48# cases of product.
- Knowledge of warehouse procedures or previous work in a fulfillment role a plus.
- Strong attention to detail.
- Capable of working independently without constant supervision.

Company Core Values:

- Integrity
- Quality Focus
- Continuous Improvement
- Perseverance
- Hard Work
- Commercial Courage

Core Competencies:

- Detail Oriented
- Efficiency
- Operational and Product Excellence
- Proactive Communication
- Customer Service